



DEPARTMENT OF THE NAVY
OFFICER IN CHARGE
PERSONNEL SUPPORT ACTIVITY DETACHMENT PEARL HARBOR
4827 BOUGAINVILLE DRIVE
HONOLULU, HAWAII 96818-3174

1220
Ser 00/

From: Commanding Officer, "Command Name"
To: Officer in Charge, Personnel Support Activity Detachment,
Pearl Harbor, HI (Attn: ESR NAM)

Subj: REQUEST ACCESS TO NAVY STANDARD INTEGRATED PERSONNEL
SYSTEM (NSIPS), COMMAND VIEW ONLY, ELECTRONIC SERVICE
RECORD (ESR)

1. The following individuals (CO/XO/CMC or E6 and above PLR's)
are authorized access to NSIPS Command View of ESR's. The UIC's
requested include "UIC Name", "(UIC Number)":

<u>Title & Full Name</u>	<u>Last 4 SSN</u>	<u>Phone#</u>	<u>Email</u>
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2. Personnel requesting access to NSIPS, Command View, assume
full responsibility for properly accounting for and maintaining
the security and integrity of the privacy information obtained
in accordance with the Privacy Act of 1974. Also, the account
is not to be shared, a new request must be completed for new
personnel. If the individual/s named above transfer or separate
they must contact PSD Local ESR NAM at 471-2405 x5601 to have
their account removed.

J. NAVY